

**SECRET***Chrono*PAD 79/52  
26 June 1962

MEMORANDUM TO: Chief, Administrative Staff, NPIC

FROM: Chief, CIA/PAD(NPIC)

SUBJECT: Proposed Technical Directive on P. I. Acceptance, Modification and Instrument Training Room

1. In trying to rewrite the DMJM proposed Technical Directive on "P. I. R&D Instrument Room," we have first of all abandoned the R&D title. Secondly, I have tried to convey that PAD's main interest in such a room is for equipment acceptance, modification and training with particular emphasis on expediting the acceptance of equipment, user training and the development of new techniques and operating procedures. One of our biggest problems is to promote the adaptability of the PI, to encourage his growth with the state of the art and to move new equipment from the prototype stage into the actual working environment as rapidly as possible. I feel that this can be done best in the PI work area in direct association with the PI's day-to-day problems.

2. The proposed Technical Directive would be feasible only if the proposed personnel furnished by the contractor have full system clearance. If this is not possible, then the only answer is to handle all such work with PAD employees. I wish to make it clear that suggestions from the PI may well lead to R&D work as it has in the past. However, we would anticipate forwarding such recommendations to TR&DS as we have always done.

*Right!* 3. Should this Technical Directive be approved, it is proposed that the contractor's personnel would work under the direction of and as an adjunct to the Chief of the equipment section of PAD's Support Staff. Experience to date has not demonstrated that DMJM has a great deal to offer along this line. Approval of the proposed TD must be withheld pending further discussion with DMJM personnel.

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**SCHEDULE**

Contract No.: \_\_\_\_\_

Task Order No.: \_\_\_\_\_

Technical Directive No.: \_\_\_\_\_

Date: \_\_\_\_\_

**WORK DESCRIPTION AND TECHNICAL INSTRUCTIONS**

**P. I. ACCEPTANCE, MODIFICATION, & TRAINING INSTRUMENT ROOM**

I. This Technical Directive applies to Assignment \_\_\_\_\_ on Page \_\_\_\_\_ of subject Contract and Task Order.

II. The contractor shall provide the professional personnel and services necessary to design and provide specifications for the implementation, furnishing, and work procedures applicable to a PI Acceptance, Modification and Training Instrument Room, for testing and acceptance of equipment work techniques and procedures, and training techniques (from the user's viewpoint), as required for improving the speed and efficiency of the photo interpretive process by expeditious equipment acceptance, user training and the development of new techniques and operating procedures, including the application of automatic information exploitation/handling systems.

III. This Technical Directive shall encompass the following efforts by the contractor for the accomplishment of the objectives described in "II" above:

1. Preliminary studies for the determination of user requirements as to physical facilities of the room and objectives of the acceptance, test, and training procedures, shall be formed using the following sources:
  - a. Personnel in the client's office who have an intimate technical knowledge of the analytical methods used in photo interpretation.
  - b. Commercial organizations developing equipment applicable to the P. I. process.
  - c. Research organizations working on the visual and other human factors of the P. I. process.

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- d. Other members of the Intelligence Community.
2. As a result of these findings of "1" above, the contractor shall:
- a. Furnish plans and specifications for outfitting and staffing a basic P. I. acceptance, modification and training instrument room, based upon presently used equipment and procedures and containing a system for evaluation of new equipment and procedures.
  - b. Assist in the preparation of written procedures for the acceptance, test, and user training of new equipment and work procedures.
  - c. Whenever new developments have proven applicable to the P. I. work situation assist in the preparation of specifications and plans for their integration from the Acceptance, Modification, and Training Instrument Room into the actual system in the user's work area.
3. Upon direction by Technical Representative of Contracting Officer, the Contractor shall provide technical assistance in the explanation and implementation of the recommendations provided hereunder and, in particular, in the selection of supplies and in the inspection and supervision of the fabrication, installation, checkout of any equipment or facilities acquired, modified, or constructed pursuant to the recommendations herein.

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